



Civil Engineering

**AF SPACE COMMAND ENERGY MANAGEMENT INCENTIVE
AWARD PROGRAM
(COMPLIANCE WITH THIS PUBLICATION IS MANDATORY)**

This instruction implements AFPD23-3 and establishes an award program to recognize the best installation energy management programs within AF Space Command (AFSPC). It explains the process for evaluating installation energy management program elements in

1. References:

- 1.1. AFPD23-3, Energy Management.
- 1.2. AFPD32-10, Installations and Facilities.

2. Objectives/Goals. This award program is established to:

- 2.1. Promote energy awareness and efficiency throughout AFSPC.
- 2.2. Provide AFSPC installations with a tangible incentive to produce the best energy management programs in AFSPC.
- 2.3. Recognize outstanding

3. Eligibility Requirements. AFSPC installations that submit DUERS reports are eligible for this award and automatically entered into the Industrial Energy Program and the Military Family Housing Energy Program. The Utility Cost Savings Program requires a specific submission by the installation.

4. Award Categories. AFSPC installations can compete in three programs: the Industrial Energy Program; the Military Family Housing (MFH) Energy Program; and the Utility Cost Savings Program. The first two programs are based on utility energy savings and have an award. The third program is based on utility cost savings and has a savings retention plan.

- 4.1. The Industrial Energy Program is divided into two categories:

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4.1.1. Base category. The base category includes the following installations (1,000,000 square feet or larger):

Cape Canaveral AS	Patrick AFB
Falcon AFB	Peterson AFB
F E Warren AFB	Thule AB
Malmstrom AFB	Vandenberg AFB

4.1.2. The small satellite sites associated with Vandenberg AFB will be incorporated into Vandenberg's base category. These satellite sites include Anderson Peak (1,000 SF), Molokai (14,000 SF), Pillar Point (23,000 SF), and Santa Ynez (1,000 SF).

4.1.3. Site category. The site category includes the following installations (less than 1,000,000 square feet):

Antigua AS	Eldorado AS
Ascension AAF	New Boston AS
Cheyenne Mtn AS	Onizuka AS
Clear AS	Woomera AS

4.2. Military Family Housing (MFH) Energy Program. All installations with MFH energy consumption reported in their DUERS compete in one category for this award:

F E Warren AFB	Peterson AFB
Malmstrom AFB	Vandenberg AFB
Onizuka AS	Woomera AB
Patrick AFB	

4.3. Utility Cost Savings Program. This program deals with utility costs rather than energy consumption. This program includes a savings retention plan versus an award and is addressed in paragraph 8.

5. Type of Awards:

5.1. Each year a winner will be identified in the Industrial Energy and MFH Energy Programs. A monetary award and plaque will be presented to each winner. The actual amount of money awarded may vary, not to exceed: \$250K for the winner of the base category, \$100K for the winner of the site category and \$50K for the winner of the MFH Energy Program.

5.2. The winning base/site will inform HQ AFSPC/CEC of their use of award funds within 90 days of receipt of funds. HQ AFSPC/CEC will include this information in the energy program historical report. The wing or site commander must use the funds to fund any Commanders' Facility Assessment Level I, II or energy related Real Property Maintenance by Contract project.

6. Selection Process:

6.1. The selection process in the Industrial Energy Program is based on a point system as shown in attachment 1. HQ AFSPC Civil Engineer representatives will evaluate and allocate points in the following categories:

6.1.1. Actual facility energy savings by percent compared to the previous year's consumption per square foot.

6.1.2. DUERS reporting accuracy and punctuality.

- 6.1.3. Energy Steering Group participation, meetings, minutes, and actions.
- 6.1.4. Energy Program management actions in support of base/site energy manager, HQ AFSPC suspenses, and policies of higher headquarters. This includes participation in the Air Force Energy Award Program.
- 6.1.5. Public awareness efforts taken in support of the Air Force Energy Management Program.
- 6.2. HQ AFSPC/CEC scores remaining items and compiles results for the AFSPC Energy Steering Group at the close of each fiscal year.
- 6.3. The chairperson of the AFSPC Energy Steering Group recommends the winners to the AFSPC Commander.
- 6.4. The selection process in the MFH Energy Program is based on a point system as shown in attachment 2. HQ AFSPC Civil Engineer representatives will evaluate and allocate points in the following categories:
 - 6.4.1. Actual MFH energy savings by percent compared to the previous year's consumption per square foot.
 - 6.4.2. DUERS reporting accuracy and punctuality.
 - 6.4.3. Energy related facility projects specifically tailored to MFH.

7. Method of Presentation:

- 7.1. HQ AFSPC/CC will announce the winners by message following the end of the fiscal year evaluated.
- 7.2. Monetary awards will be sent to each winner through HQ AFSPC/FMA.
- 7.3. HQ AFSPC/CC or designated representative will present award plaques to the wing commander of the winning base and site at an appropriate ceremony following the end of the fiscal year.

8. Utility Cost Savings Retention Program:

- 8.1. Reducing utility costs must be a significant portion of any installation energy plan. In addition to reducing energy consumption with a corresponding reduction in the cost of utilities, there are many other cost savings actions possible, such as changing utility type, load shedding, etc. Several of these approaches may save significant utility dollars while actually consuming additional energy.
- 8.2. This program recognizes all AFSPC installations which reduce utility costs. There is not an award for the single best in AFSPC. This competition is not between AFSPC installations, but with each installation's previous year's utility costs. Installations that show a reduction in their utility costs are eligible to retain that savings. The installation must identify the quantity of their utility savings to HQ AFSPC/CEC. The full amount saved will be retained by the installation the subsequent year and 50% of the savings will be retained the second year.

8.3. An example of how this program will work is illustrated on the table below:

Table 8. 1. Air Force Space Command Utilities Costs							
	Utility	Utility	Utility	Reported	Funded	Funded	Funded
	FY93	FY94	Decrease	Savings	FY95	FY96	FY97
Installation	(\$K)	(\$K)	(\$K)	(\$K)	(\$K)	(\$K)	(\$K)
					Equals FY93	Equals FY93- 1/2*Savings	Equals FY93- Savings
Base X	\$ 4,300.0	\$ 4,350.0	No Savings	-	\$ 4,300.0	-	-
Site Y	\$ 950.0	\$ 900.0	\$ 50.0	\$ 50.0	\$ 950.0	\$ 925.0	\$ 900.0
Base Z	\$ 12,000.0	\$ 11,000.0	\$ 1,000.0	\$ 800.0	\$ 12,000.0	\$ 11,600.0	\$ 11,200.0

8.3.1. Explanation of the conditions assumed for this example.

8.3.2. Base X has no program to reduce energy costs and had a severe winter. Base X expects to have a utility bill of \$4,300.0K in FY95 and will be funded as usual.

8.3.3. Site Y instituted some cost saving measures and saved \$50.0K. Site Y retains \$50.0K above their new utility costs in FY95 and \$25.0K in FY96.

8.3.4. Base Z instituted some cost saving measures and experienced a mild summer. Base Z attributes \$800.0K to cost saving efforts. Their funding in FY95 would be their "basic" utility costs of \$11,200.0K (expecting a normal weather load) plus retaining their savings of \$800.0K for \$12,000.0K. Base Z retains \$400.0K in FY96 for a total of \$11,600.0K.

8.3.5. A decrease in utility costs can be attributed to other than utility cost saving measures. It is the installation's responsibility to differentiate between effective cost cutting actions and abnormal weather, or a change in activity level.

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Attachments

1. Industrial Energy Program Award Scoring Criteria
2. Military Family Housing Energy Program Award Scoring Criteria

Industrial Energy Program Award Scoring Criteria

A1. Point totals (400 points maximum) per installation within each of the two award categories. Scoring is as follows:

A1.1. Facility Energy Savings (240 Points Maximum):

A1.1.1. 240 points are awarded to the installation with the largest reduction (BTU/SF) in Industrial Reportable Consumption compared to the previous year's consumption within each category.

A1.1.2. All other installations in that category will be awarded points prorated against the best in their category. For example, if the largest reduction in that category is 20% and installation X has a 10% reduction, Installation X gets 120 points.

A1.2. DUERS Reporting (120 Points Maximum): 30 points per quarterly report submitted. (10 points for being on time (NLT the 30th of the month following the end of the quarter), 20 points for accuracy).

A1.3. Base Energy Steering Group (12 Points Maximum): Evaluated by HQ AFSPC/CEC. Points awarded will be based on criteria in AFPD 23-3 and Department of Defense Energy Program Policy Memorandums. Minutes of each meeting must be submitted within 30 days of the meeting date to HQ AFSPC/CEC. One penalty point will be assessed for each late minutes. Installations are responsible for confirming that their minutes arrive at HQ AFSPC/CEC.

A1.4. Energy Related Facility Projects (10 Points Maximum):

A1.4.1. One point for each facility project identified in the PCMS that will incur energy savings (5 points maximum):

A1.4.1.1. Must be entered in the PCMS by 30 November of the fiscal year under evaluation.

A1.4.1.2. If an Energy Conservation Program (ECIP) Project, a life-cycle cost analysis summary must be included with the DD 1391 documentation.

A1.4.2. One point for each energy saving project reaching 100 percent design status within the fiscal year being evaluated (5 points maximum). Project 100 percent design status must be shown in the PCMS by 30 September of the fiscal year being evaluated.

A1.5. Energy Program Management (8 Points Maximum):

A1.5.1. Participation in Air Force Energy Award Programs (Ref: AFI36-2818, USAF Logistics Awards Program)(8 points maximum).

A1.5.2.1. Installation Energy Conservation Award (Organization):

A1.5.2.2. Nomination submitted (2 points).

A1.5.2.3. Timeliness and quality of submission (2 points).

A1.5.2.4. Facility Energy Manager Award (Individual):

A1.5.2.5. Nomination submitted (2 points).

A1.5.2.6. Timeliness and quality of submission (2 points).

A1.6. Energy Awareness Campaign (10 Points Maximum): Awarded to installation programs that inform, persuade, and motivate community members to support base energy objectives. Evaluation will be based on consideration on the following factors:

A1.6.1. A copy of the current energy awareness campaign plan.

A1.6.2. Copies of base newspaper articles and artwork, including items identifying energy related Suggestion Program items and award winners.

A1.6.3. Copies of commander's call items.

A1.6.4. Copies of letters, flyers, bulletins, brochures; number and where distributed.

A1.6.5. List of marquee messages; where and dates posted.

A1.6.6. Samples of posters and promotional items; number and where distributed.

A1.6.7. Descriptions of energy awareness events, dates, and estimated attendance.

A1.6.8. Descriptions of any imaginative, effective publicity actions.

Military Family Housing Energy Program Award Scoring Criteria

A2. Point totals (100 points maximum) per installation Military Family Housing. Scoring is as follows:

A2.1. Military Family Housing Energy Savings (50 Points Maximum):

A2.1.1. 50 points are awarded to the installation Military Family Housing with the largest reduction (MBTU/SF) in MFH Reportable Consumption compared to the previous years consumption.

A2.1.2. All other installations' Military Family Housing will be awarded points prorated with regard to the largest reduction. For example, if the largest reduction is 8% and installation X has a 4% reduction, Installation X gets 25 points.

A2.2. DUERS Reporting (40 Points Maximum): 10 points per quarterly report submitted. (4 points for being on time (NLT 30th of the month following the end of the quarter), 6 points for accuracy).

A2.3. Energy Related MFH Facility Projects (10 Points Maximum):

A2.3.1. One point for each MFH facility project identified in the PCMS that will incur energy savings (5 points maximum):

A2.3.1.1. Must be entered in the PCMS by 30 November of the fiscal year under evaluation.

A2.3.1.2. If an Energy Conservation Program (ECIP) Project, a life cycle cost analysis summary must be included with the DD 1391 documentation.

A2.3.2. One point for each MFH energy savings project reaching 100 percent design status within the fiscal year being evaluated (5 points maximum). Project 100 percent design status must be shown in the PCMS by 30 September of the fiscal year being evaluated.